

**BOROUGH OF WESTWOOD  
WORK MEETING OF THE MAYOR & COUNCIL  
SEPTEMBER 6, 2016 MINUTES  
MUNICIPAL COMPLEX  
101 Washington Avenue  
7:30 PM Executive Closed Session/8:00 pm Public Session**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

**2. Roll Call:**

Mayor Birkner – Present  
Councilmember Owens – Present  
Councilmember Montana – Present  
Councilmember Grefrath – Present  
Councilmember Dell - Present  
Councilmember Arroyo – Present  
Council President Bicocchi - Present  
Borough Attorney Huntington – Present  
Borough Administrator Kezmarsky - Present  
Borough Clerk Hughes – Present

**Committee Assignments:**

Public Properties  
Finance, Administration & Capital Projects  
Fire & Ambulance; Shared Services  
Land Use  
Police & Emergency Management  
Health & Recreation

**3. Resolution #16 - 222: Executive Closed Session**

**Motion to adopt Resolution #16- 222:** Councilmember Arroyo Second: Councilmember Montana

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

**4. Reopen the Meeting:**

**Motion to reopen the meeting:** Councilmember Arroyo Second: Council President Bicocchi

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:30 pm.

**5. Roll Call II:**

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present /  
Councilmember Grefrath - Present / Councilmember Dell – Present / Councilmember Arroyo -  
Present / Council President Bicocchi – Present / Borough Administrator Kezmarsky - Present /  
Borough Attorney Huntington – Present / Borough Engineer Boswell – Present / Borough Clerk  
Hughes - Present

**6. Flag Salute**

Mayor Birkner led those present in the salute to the flag.

**7. Reports of Committees and Officials:**

**A) Mayor's Report**

**1) Eagle Scout Presentation**

Eagle Scout candidate Dan DeMarco of Troop 47 presented his project to recreate the circular area in Veterans Park near the 9/11 Monument. The consensus was to approve the project.

**2) Dispatch Center Upgrades**

Mayor Birkner reported on the progress of the dispatch center upgrades at Borough Hall and Fire Headquarters.

**3) 9/11 Ceremony**

Mayor Birkner reminded everyone that there would be a 7:30 pm start for the 15<sup>th</sup> Anniversary of 9/11 candlelight vigil. He thanked former Mayor Skip Kelley for his continued dedication to the service of remembrance.

**B) Engineer's Report**

**1) Biweekly Report**

Dr. Boswell reviewed the biweekly report, a copy of which is attached.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects:**

**a) Finance Department Update**

Councilmember Montana noted that there will be a tax sale on Wednesday at 10:00 am. The Finance Committee is working on the 2017 budget and will have a financial picture for 2017 much earlier than usual, which will provide direction for the Department Heads for 2017.

**2) Fire and Ambulance; Shared Services:**

**a) Emergency Services Events**

Councilmember Grefrath congratulated the Ambulance Corps for a successful carnival and the Fire Department for a successful wetdown.

**b) Shared Services Update**

Councilmember Grefrath noted that the next Shared Services Committee meeting will be September 26<sup>th</sup>. And invitation was extended for Hillsdale to attend.

Councilmember Grefrath announced that the 20<sup>th</sup> anniversary of the Westwood Charity Golf Outing is September 8<sup>th</sup>.

**3) Health and Recreation:**

**a) Board of Health Update**

Council President Bicocchi noted that the Board of Health did not hold a meeting in August.

**b) Recreation Update**

Council President Bicocchi advised that the gym floor replacement should be completed by early next week, at no cost to the taxpayer. Fall programs are beginning, and the pre-K school begins tomorrow.

**4) Land Use:**

**a) Washington Avenue Crosswalk**

Councilmember Dell reported that the street light at the Washington Avenue crosswalk should go up

by the end of the week. Yield To Pedestrian signs are already in place.

**b) Library Update**

The Library's Summer Reading program ended with a party on August 19<sup>th</sup>. One Book Westwood had an Unplugged Day on August 10<sup>th</sup>, with an Author Talk scheduled for September 15<sup>th</sup> at 7:00 pm. The Taste of Westwood will be on September 25<sup>th</sup>.

**c) Fall Festival**

Councilmember Dell reviewed the details of a request by the Chamber of Commerce to hold a Fall Festival in conjunction with the Ragamuffin Parade and the Library in Veterans Park on October 29<sup>th</sup>. The Chamber would like permission to decorate the store fronts and the light poles. After discussion the consensus was to approve by detailed resolution on September 20<sup>th</sup>.

**5) Police and OEM:**

**a) Parking Update**

Councilmember Arroyo reported on the roll out of the downtown employee parking plan. Adjustments will be made as required. The commuter parking lot increase will be addressed later in the year once the CDB plan is in place and working. Councilmember Arroyo wants to have further discussion on how best to use the Borough Hall commuter lot for residents.

**b) Police Update**

Councilmember Arroyo announced that the first LEADS class will be taught on Thursday. He reflected on how the Brownie troop attended a meeting two years ago to request the reinstatement of the DARE program, and the time involved to get it back in place. He noted the timeliness due to the heroin epidemic in Bergen County. Councilmember Arroyo said every officer is now trained in the use of Narcan for overdoses, which is kept in every vehicle. There have been four applications in the past year, one of which was unsuccessful.

Councilmember Arroyo announced Lt. McClutchy is liaising with Emerson to manage any backups caused by the road work on Kinderkamack.

**6) Public Properties:**

No report.

**D) Attorney's Report**

No report.

**E) Administrator's / Clerk's Report**

**1) CDBG Grant**

Mr. Kezmarsky asked the Borough's grantsperson, Fred Rella, to review potential projects for the CDBG grant. Mr. Rella reviewed the grant requirements and suggested several projects. All agreed the raised sidewalk on Westwood Avenue would be a priority. Mr. Rella also explained the Open Space grant application process for the playground shade covers at Westvale Park. Councilmember Montana asked Mr. Rella if he had looked into funding the suggestion for a senior citizen playground through AARP or similar senior programs, since it wouldn't qualify for the CDBG grant. Mr. Rella will explore the AARP suggestion. Councilmember Arroyo asked if there are any grant opportunities

for the decorative lampposts. Mr. Rella said the business district falls under the CDBG grant, so he will find out.

**8. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Councilmember Arroyo Second: Council President Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

No one wished to be heard.

**Motion to close Agenda/Public Forum:** Councilmember Arroyo Second: Council President Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**9. Ordinances on First & Final Reading:**

**Ordinances on Introduction**

**16-24 An Ordinance to Amend Chapter 375 Vehicles and Traffic Part 2. Parking**

**BE IT RESOLVED** that Ordinance #16-24 entitled “An Ordinance to Amend Chapter 375 Vehicles and Traffic Part 2. Parking” is hereby introduced by title; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby directed to advertise said ordinance with a September 20, 2016 hearing date in the official newspaper according to law.

**Motion to pass the ordinance on First Reading:** Councilmember Arroyo Second: Council President Bicocchi

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes  
Councilmember Grefrath – Yes Councilmember Dell - Yes  
Councilmember Arroyo – Yes Council President Bicocchi – Yes

**10. Presentation of Bills, Financial Reports and Resolutions:**

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion.

**Resolutions as Consent Agenda:**

- a) Resolution #16 - 223: Bill List & Statement of Cash
- b) Resolution #16 - 224: Authorizing Refund of Taxes B504 L4
- c) Resolution #16 - 225: Authorizing Refund of Taxes B402 L19
- d) Resolution #16 - 226: Authorizing Refund of Taxes B1205 L 18
- e) Resolution #16 - 227: Authorizing Refund of Taxes B708 L4
- f) Resolution #16 - 228: Authorizing Refund of Taxes B301 L18
- g) Resolution #16 - 229: Authorizing Refund of Taxes B109 L18
- h) Resolution #16 - 230: Authorizing Redemption of Tax Sale Certificate #14-00007
- i) Resolution #16 - 231: 2017-2018 CD Grant Endorsement- Thomas J. Riley Senior

**Center Corp.**

- j) Resolution #16 - 232: Authorizing Purchase of Telephone System From State Contract Vendor REVISED**
- k) Resolution #16 - 233: Authorizing Execution of Agreement for 2016-2017 Municipal Alliance Grant**
- l) Resolution #16 - 234: Award of Contract for 2016 Road Resurfacing Program**
- m) Resolution #16 - 235: Endorsement of Community Development Projects - Westwood Senior Citizen Program 2017-2018**
- n) Resolution #16 - 236: Approval of Ms. Karen Barrantes Request to Consume Alcoholic Beverages on Public Property for a Baby Shower**

**Motion to adopt resolutions #16-223 through #16-236** Councilmember Grefrath

Second: Council President Bicocchi

Roll Call: Councilmember Owens - Yes    Councilmember Montana - Yes

Councilmember Grefrath – Yes        Councilmember Dell - Yes

Councilmember Arroyo – Yes        Council President Bicocchi – Yes

**11. Adjournment:**

**Motion to adjourn:** Councilmember Grefrath        Second: Councilmember Montana

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:28 pm

Attest:

*(signed) Karen Hughes*

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk